



## **Arlington Affordable Housing Trust Fund Board of Trustees**

Date: April 25, 2024  
Time: 7:00 – 8:00 PM  
Location: Conducted via remote participation

Attendees: Karen Kelleher, Jaclyn Pacejo, Eric Helmuth, Jack Nagle, Sarah Suarez

Guests: Laura Wiener, Affordable Housing Advisory member

### **The meeting was called to order at 7:00 P.M.**

#### **1. Action Plan Implementation**

The first item on the agenda was an update on Proposed Acquisition/Conversion Program RFP which was provided by Ms. Suarez. Sarah stated that the Housing Trusts' new counsel, Kim Martin-Epstein, provided comments on the draft RFP. It appears that the program will need to be limited to 65% AMI per ARPA regulations.

Sarah further updated that tenants at 840-846 Mass Ave may be close to reaching an agreement with the management company so it's possible this program may not be utilized to subsidize affordable units at this time. Further updates are expected from the tenants in the next few days.

Ms. Kelleher discussed reaching out to local developers of current projects to determine their interest in the Trust subsidizing additional deed-restricted affordable units. Sarah to contact those in the pipeline now.

Ms. Kelleher stated the need for a communications campaign to reach developers, residents, and property owners about the program. She suggested the Trust contact Equitable Arlington for their support.

Ms. Keller suggested the Acquisition/Conversion Program Working Group meet to finalize the RFP and get it out to the public. Working Group members agreed to meet on Thursday, 5/2.

- b. Update on Projects
  - i. HCA: 10 Sunnyside Ave.

Ms. Suarez stated that the loan documents have been prepared by Ms. Martin-Epstein and were sent to Town Counsel and the Housing Corp of Arlington for review.

- ii. HCA: 40 Dorothy Rd.

Ms. Suarez updated that the delivery of the Accessory Dwelling Unit to the property has been delayed and will provide an updated delivery schedule when available.

**Goal: Build the Financial Strength of the Trust**

No Treasurer's Report was provided at this time.

**2. Engaging the Affordable Housing Advisory Committee**

Ms. Keller discussed needing a communications strategy to increase awareness of the program and suggested reaching out to Equitable Arlington for assistance. Ms. Suarez advised that the Town would do a media campaign, as well.

**3. Other updates and new business**

No updates or new business was discussed at this time.

**4. Approval of minutes from March 28, 2024 meeting**

Ms. Kelleher asked if there were any changes needed to the meeting minutes from March 28. Hearing none, Ms. Pacejo made a motion to approve the minutes, seconded by Mr. Helmuth. Following a roll call vote, the motion passed 4-0.

Mr. Helmuth made a motion to adjourn the meeting which was seconded by Ms. Pacejo. Following a roll call vote, the motion passed 4-0. Meeting adjourned at 7:53pm.